**SED R010: ‘Request for reimbursement of contributions provisionally paid’**

This SED starts the Business Use Case R\_BUC\_04. The Case Owner uses it to request reimbursement of contributions provisionally paid.

In every case, you need to provide information on who it concerns, Decision on competent institution, the contributions details, and Bank details of your institution to which the money from the off-set should be transferred.

Depending on whether you indicate that the SED concerns a person or an employer under '*Concerns*', the relevant section '*Person*' or '*Employer*' also becomes mandatory. When it concerns an Employer, it is optional to include details on related persons, relevant for this Employer. Please note that nationality in the section ‘*Person*’ can be repeated if the person has dual nationality.

The *'Date by which this request must be made*' in the section '*Decision on competent institution*' is the end of the deadline for your request. You have 3 months from the date of the decision on competence in which to send your request. This date is included in this SED for you to check whether your request for reimbursement is within time.

If there is more than one type of contribution, you can repeat the section. You can provide more detailed information in the '*Contribution amount*' subsection about your social security contributions that you will collect for the person.

Optionally, the Local Case Number can be used to link the case with one or more corresponding local cases for a Country and/or the specific Institution. This way a connection can be made between the corresponding local cases involved, which may be helpful when processing the case.

It is possible to add attachments to R010.

In order to see the content and explanatory notes of the SED R010 please click [here.](../../OLD_Forms/R010_en.htm)